



**AGENDA
REGULAR MEETING**

**BOARD OF DIRECTORS
LITERACY FIRST CHARTER SCHOOLS**

698 W Main St.

March 13, 2019

5:00 P.M.

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

The Literacy First Charter Schools ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Communications." "Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed three (3) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a "Request to Speak" form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your "Request to Speak" form and you will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.
4. When addressing the Board, speakers are requested to state their name and address and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 799 E. Washington Ave., El Cajon, CA 92020

In compliance with the Americans with Disabilities Act (ADA) and upon request, Literacy First Charter Schools may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order participate in Board meetings are invited to contact the Executive Director's office.

I. PRELIMINARY

a. CALL TO ORDER

Meeting was called to order by the Board Chair at _____.

b. ROLL CALL

	Present	Absent
Mr. Mark Ferguson	_____	_____
Mrs. Lorri Ague	_____	_____
Mrs. Priscilla Schreiber	_____	_____
Mr. Sal Campos	_____	_____
Mr. Richard Willis	_____	_____

c. FLAG SALUTE

It is recommended that the Board approve Agenda	Motion: ____ Action: ____ Second: ____ Vote: ____
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d. ADOPT CONSENT AGENDA

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The director recommends approval of all consent agenda items.

- 1. Approve the Agenda for the March 13, 2019 Board Meeting**
- 2. Approve the Minutes for the February 13, 2019 Board Meetings**

It is recommended that the Board approve Consent Agenda	Motion: ____ Action: ____ Second: ____ Vote: ____
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II. COMMUNICATIONS

Visitor's Petitions, Correspondence: Individual presentation shall be for no more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

III. STAFF REPORTS

1a.

1b. **Executive Director's Report**

- 1. Status Report**
- 2. Student Attendance**

1c. Chief Financial Officer's Report

- 1. Second Interim Report**
- 2. HS Property Update**
- 3. JA Property Update**
- 4. 3 Year Auditor Contract**

ITEMS SCHEDULED FOR ACTION

A. Approve Second Interim Report

It is recommended that the Board select Stipend % Agenda Item A, Motion: ____ Action: ____
Second: ____ Vote: ____

B. Approve 3 year Auditor Contract

It is recommended that the Board approve Agenda Item B Motion: ____ Action: ____
Second: ____ Vote: ____

C.

It is recommended that the Board approve Agenda Item C Motion: ____ Action: ____
Second: ____ Vote: ____

D.

It is recommended that the Board approve Agenda Item D Motion: ____ Action: ____
Second: ____ Vote: ____

E.

It is recommended that the Board approve Agenda Item D Motion: ____ Action: ____
Second: ____ Vote: ____

3. ITEMS REMOVED FROM THE CONSENT AGENDA (if any)

**4. BOARD ITEMS/REPORTS
**Staff Longevity Incentive/compensation
Form 700****

**5. CLOSED SESSION
a) Student Items**

6. PUBLIC SESSION

a. Reconvene to Open Session: The meeting was reconvened to open session at _____.

b. Public Report on Action Taken in Closed Session (includes the vote or abstention of every member present).

7. ADJOURNMENT

The meeting was adjourned at _____.

Literacy First Charter School

Minutes of Board of Directors Meeting

February 13, 2019 5:00 PM

OPEN SESSION CALL TO ORDER

Start of Meeting – 5:03 p.m. – Sal Campos

Roll Call – Present voting Members—Lorri Ague, Priscilla Schreiber, Sal Campos and Mark Ferguson/ Absent: Richard Willis / Non-Voting Members –Jerry Keough and Debbie Beyer

Guests: Victor Kempsey
Dr. Stacey Harrell

Flag Salute

Approval of Agenda and Approve the Minutes

Motion to Approve the Consent Agenda, including Agenda for February 13, 2019 and Minutes from January 9, 2019 Board Meeting

Motion was made by Ferguson/ Second – Schreiber/ Action: Passed Unanimously

Ferguson	Approve
Ague	Approve
Campos	Approve
Willis	Absent
Schreiber	Approve

COMMUNICATIONS:

None were received

STAFF REPORTS / DISCUSSION / ACTION

A. Executive Director’s Report:

1. The following updates were provided:
 - a. Student Attendance Report was given—the averages reported at the average 95% mark or better at all campuses
 - b. Update on Suicide Prevention Policy (AB2246) was presented by Dr. Stacey Harrell
 - i. Prevention, Intervention and Post-intervention are the key points of the policy.
 - ii. Annual Training for all employees is mandated
 - iii. Training and resources are being provided for parents and families
 - iv. Action plans and steps for how to proceed through the Prevention, Intervention and Post-intervention included in the policy were summarized.
 - c. Update on Comprehensive School Safety Plan was presented by Mr. Victor Kempsey
 - i. The plan demonstrated it meets or exceeds the requirements

- ii. The plan is reviewed annually for approval
- iii. Each campus trains and practices through the specifics of the plan throughout the year with consistent drills.
- d. Presented the Newsletters and highlighted the various activities going on inside and outside the classroom. The athletic competitions and championship games were highlighted as major events for the high school. LFCS is also experiencing an increase distinctiveness with good positive press through social media entity's
- e. Reported on the jogathon progress. Current numbers indicate we are ahead of last year's total.
- f. Presented the idea of external entity's using the facilities during non-school hours.
- g. A report on expansion and growth and the future potential sites was shared.
- h. A brief report was provided on the professional development retreat for the administration and lead teachers
- i. March 7 will be the High School Open House

B. CFO Report

The following updates were provided:

1. JA Campus Report: The CFO provided an update on the house purchases. This project is at a standstill due to conversations taking place at the church. The CFO will stay apprised and keep the Board updated.
2. HS Property Update: The CFO provided an update. He reported on a meeting that took place with the county developers. It was revealed that the issue of greenhouse gas standards being mitigated are challenged. The CFO is working with the developers are working to create some solutions that could be presented to the county for this situation.
3. The subcommittee of the Board is working with the Human Resource Department and CFO to create a proposal for a competitive compensation package for employees. The plan is to have a proposal to the Board by the March meeting.

IV. ITEMS SCHEDULED FOR ACTION—

Resolution was presented to remove signers on the MFCU account who are no longer LFCS employees or needed on the account.

Motion to approve the recommendation was made by Ague/ Second – Ferguson/ Action: Passed Unanimously

Ferguson	Approve
Ague	Approve
Campos	Absent needed to leave the meeting
Willis	Absent
Schreiber	Approve

Approve LCHS Self Study/Accreditation Report/Safety Plan/Suicide Prevention Plan for 2018-19

Motion was made by Schreiber/ Second – Ferguson/ Action: Passed Unanimously

Ferguson	Approve
Ague	Approve
Campos	Approve
Willis	Absent
Schreiber	Approve

V. CLOSED SESSION—

Motion was made by Schreiber/ Second-Ferguson to close the open meeting and open the closed session.

Ferguson	Approve
Ague	Approve
Campos	Approve
Willis	Absent
Schreiber	Approve

Motion was made by Ague/ Second-Schreiber to close the closed session and re-open the board meeting.

Ferguson	Approve
Ague	Approve
Campos	Approve
Willis	Absent
Schreiber	Approve

No action was taken during closed session. Information was provided about a previous closed session situation.

VII. PUBLIC SESSION

No communication was received

ADJOURNMENT

The meeting was concluded at 6:59 p.m.: Motion to adjourn: Ague/ Second- Ferguson/ Action: Unanimously passed.

Ferguson	Approve
Ague	Approve
Campos	Absent needed to leave the meeting
Willis	Absent

Schreiber	Approve
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Respectfully Submitted,
Lorri Ague, Board Secretary
